

**DATE OF LAST REVISION: April 06, 2006**      **CONTRACT END DATE: April 30, 2007**

TO: All Departments

SUBJECT: Contract for **UTILITY CARTS, FOUR WHEEL, GAS POWERED (NIGP 07020)**

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

WP/mm  
Attach

Copy to: Clerk of the Board  
Jim Hutchinson, Equipment Services  
Mirheta Muslic, Materials Management

SPECIFICATIONS ON INVITATION FOR BID FOR: **UTILITY CARTS, FOUR WHEEL, GAS POWERED (NIGP 07020)**

1.0 **INTENT:**

The intent of this solicitation for bids is to establish a contract for eight (8) or more **UTILITY CARTS, FOUR WHEEL GAS POWERED**, to be delivered to the Maricopa County Equipment Services Department, 3325 West Durango, Phoenix AZ.

2.0 **TECHNICAL SPECIFICATIONS** (Minimum)

2.1 **TYPE** – Four-wheel Gas Powered heavy-duty design that meets or exceed all ANSI B56.8 and OSHA standards.

2.2 **MAKE / MODEL** – CLUB CAR, CARRYALL 252 or equal.

2.3 **DIMENSIONS / CAPACITIES / SPEED:**

2.3.1 **Overall Length** – Max. 121”

2.3.2 **Overall Width** – Max. 60”

2.3.3 **Cargo Bed Capacity** – Min. 500 lb.

2.3.4 **Cargo Bed Dimensions** – Min. 46” long, 49” wide 10” high

2.3.5 **Forward Speed** – Min. 13 MPH

2.3.6 **Ground Clearance** (Under Differential) – Min. 6”

2.4 **CARGO BOX:**

2.4.1 **Design** – Box type with manual tilt constructed of steel, aluminum or cross-linked polyethylene.

2.4.2 **Sides / Tailgate** – Solid type sides with drop down pickup style tailgate.

2.5 **ENGINE:**

2.5.1 **Gasoline**

2.5.2 **Min. 350cc.**

2.5.3 **Power** – Min. 11 H.P.

2.5.4 **Lubrication** – Pressure system with spin on oil filter.

2.5.5 **Ignition** – Key start

2.6 **FUEL SYSTEM** – Min. 6 gal tank, fuel filter and fuel shut off valve.

2.7 **DRIVE TRAIN** – Automatic, continuously variable transmission (CVT) or equal with a manual forward / reverse selector and reduced speed reverse.

2.8 **BRAKES** – Four-wheel (**no exceptions**) hydraulic or mechanical operation with parking brake. ***This vehicle will be licensed and run on the street.***

2.9 **ELECTRIC SYSTEM:**

2.9.1 **Volts** – 12

2.9.2 **Battery** – Minimum, 425 cold cranking amps.

2.9.3 **Lighting** - Shall be equipped with headlights, stop light(s), taillights, license plate light, self-canceling turn signal lights with four-way flashers.

2.9.4 **Horn - Electric** – Activation button positioned on the steering wheel, steering column or dash area within easy reach of the operator.

2.9.5 **Hour Meter** – Installed in the dash area.

2.9.6 **Fuel Gauge** - Installed in the dash area.

2.10 **STEERING** - Automotive rack and pinion type or equal, with molded high impact plastic steering wheel.

2.11 **SUSPENSION** - Heavy-duty multi-leaf springs with hydraulic shock absorbers, front and rear.

2.12 **BODY:**

2.12.1 **Type** – Heavy-duty design, steel, aluminum, fiberglass or injection molded TPE (Thermoplastic Elastomer) construction.

2.12.2 **Canopy** – Heavy-duty four post design, steel, aluminum, fiberglass or injection molded TPE (Thermoplastic Elastomer) construction with a full width and height tinted acrylic windshield.

2.12.3 **Passenger Capacity** – Two

2.12.4 **Seats** – Heavy-duty cushioned design with vinyl covering.

2.12.5 **Bumper** – Front, heavy-duty design.

2.12.6 **Mirrors:**

**Interior Rear View Mirror** – Wink or equal type wide-angle mirror installed above the windshield.

2.13 **TIRES:**

2.13.1 **Quantity** – Four

2.13.2 **Type** – Heavy-duty off-road tread.

2.13.3 **Size** – Manufacturer's standard all-terrain trail type tire with a minimum 6 ply rating.

2.13.4 **Spare** - One like tire and wheel.

2.14 **PAINT** - Manufacturers standard color.

2.15 **KEYS** - Five per unit, each on 1" key ring, identified with last five digits of serial number.

2.16 **WARRANTY** – Minimum warranty 24 months or 2000 hours from date of purchase defective parts and labor.

2.17 **GENERAL INFORMATION:**

**Complete inspection shall be made by vendor prior to delivery to ensure that the unit is in compliance with specifications.** Complete unit including any component or equipment added by the vendor or sub-contractor shall meet AZ State and Federal regulations (no exceptions). Five (5) keys per each unit shall be supplied, each with 1" key rings and identification tags with serial number. Vendor shall supply a minimum of one (1) operator's manual per unit, one (1) comprehensive parts manuals, three (3) maintenance/repair/overhaul drive-ability / electrical / emissions / wiring vacuum diagrams (book form or CD). Any electrical wiring installed by the dealer or sub-contractor shall follow standard vehicle manufacturer's procedures, to include color coded wiring, conduit, nylon ties, rubber grommets for holes in metal. **Keys, Manuals, Invoice and Manufacturer's statement of origin shall be delivered with the unit, no exceptions.** Vendor shall provide operator's training at the time of delivery or shortly thereafter as specified by the County.

2.18 **ACCEPTANCE:**

Once the equipment have been delivered, the Using Agency shall have a reasonable opportunity to inspect them. The Using Agency shall have seven (7) days to perform its acceptance testing and inspection of the Products, after which time the equipment shall be deemed accepted unless the Using Agency rejects the equipment.

2.19 **DELIVERY:**

**Delivery is required F.O.B. Destination, freight pre-paid** within ninety (90 ) days of receipt of Purchase Order, to any delivery location within Maricopa County as specified by the County. Contractor shall indicate on Pricing Documentation (Attachment A) any additional freight or handling charges that would be associated with special shipping and/or handling delivery.

2.20 **SHIPPING DOCUMENTS:**

A packing list or other suitable shipping document shall accompany each shipment and shall include the following:

- (1) Name and address of the Contractor;
- (2) Name and address of the County Agency;
- (3) County purchase order number;
- (4) Contract No. 06019-C;
- (5) A description of material shipped, including item number, quantity, number of containers and package number, if applicable.

2.21 **BRAND NAME:**

Maricopa County reserves the right to request samples to determine quality and acceptability of products bid. In some cases, brands have been listed to define the quality of products desired and is not intended to be restrictive or limit competition. Products substantially equivalent to those designated shall qualify for consideration.

2.22 **FACTORY AUTHORIZED SERVICE AVAILABILITY:**

The Contractor shall have and maintain a local factory authorized service station within the Phoenix metropolitan area. The station shall be capable of supplying and installing component parts, and troubleshooting, repairing and maintaining the Materials. Minimum service hours shall be from 8:00 A.M. to 5:00 P.M., Monday through Friday.

2.23 OPERATING MANUALS:

Upon delivery, Contractor shall provide comprehensive operational manuals, service manuals, and schematic diagrams, if required by the Using Agency.

2.24 MODEL YEAR EQUIPMENT:

The County will only accept bids offering current model year equipment/product.

2.25 ORDER CUTOFF INFORMATION:

Contractors submitting proposals (bids) shall advise the County of all known order cutoff dates for the equipment/product specified in the Invitation for Bids at the time of submission. Notification of any subsequent cutoff date(s) (learned after submission) shall also be the responsibility of the Contractor. The Contractor shall advise the County of **subsequent cutoff dates** by notifying the Procurement Consultant, **in writing**, of this new information.

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT LENGTH:

This Invitation for Bids is for awarding a firm, fixed price purchasing contract to cover a one (1) year period.

3.2 EVALUATION CRITERIA:

The evaluation of this Bid will be based on, but not limited to, the following:

3.2.1 Compliance with specifications

3.2.2 Price

3.2.3 Determination of responsibility

The County reserves the right to award in whole or in part, by item or group of items, by section or geographic area, or make multiple awards, where such action serves the County's best interest.

3.3 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

3.4 ORDERING AUTHORITY:

Contractors should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Materials Management.

3.5 INQUIRIES AND NOTICES:

All inquiries concerning information herein shall be addressed to:

MARICOPA COUNTY  
DEPARTMENT OF MATERIALS MANAGEMENT  
ATTN: CONTRACT ADMINISTRATION  
320 W. LINCOLN ST.  
PHOENIX, AZ 85003

Administrative telephone inquiries shall be addressed to:

WALT PRICE, PROCUREMENT CONSULTANT, 602-506-3454  
([wprice@mail.maricopa.gov](mailto:wprice@mail.maricopa.gov))

Technical telephone inquiries shall be addressed to:

JIM HUTCHINSON, EQUIPMENT SERVICES, 602-506-4677  
([jim.hutchinson@MAIL.MARICOPA.GOV](mailto:jim.hutchinson@MAIL.MARICOPA.GOV))

Inquiries may be submitted by telephone but must be followed up in writing. No oral communication is binding on Maricopa County.

3.6 PRE-BID CONFERENCE:

**THERE WILL BE A MANDATORY PRE-BID CONFERENCE ON MARCH 20, 2006**  
~~MARCH 21, 2006 AT 10:00 A.M. AT THE MARICOPA COUNTY EQUIPMENT~~  
~~SERVICES' 2ND FLOOR CONFERENCE ROOM, 3325 W. DURANGO, PHOENIX, AZ~~  
~~85009. MATERIALS MANAGEMENT DEPARTMENT, 320 W. LINCOLN ST., PHOENIX,~~  
~~AZ 85003~~

3.7 SUBMISSION PRICE CLARITY:

For reasons of clarity all submissions of pricing (Attachment A) shall be priced in the same unit (size, volume, quantity, weight, etc.) as the bid specifications request. Submissions (bids) failing to comply with this requirement may be declared non-responsive.

3.8 INSTRUCTIONS FOR PREPARING AND SUBMITTING BIDS:

**Respondents are to provide one (1) original (labeled) and one (1) extra hard copy of pricing.**  
Respondents are to identify their responses with the bid serial number, title and return address to Maricopa County, Department of Materials Management, 320 West Lincoln, Phoenix, Arizona 85003.  
**A corporate official who has been authorized to make such commitments must sign bids.**

3.9 CONTRACTOR REVIEW OF DOCUMENTS:

Contractor shall review its bid submission to assure the following requirements are met.

3.9.1 One (1) original and one (1) copy of all submissions is MANDATORY

3.9.2 Pricing pages, MANDATORY (Attachment A)

3.9.3 Agreement page, MANDATORY (Attachment B)

3.9.4 References (Attachment C)

3.9.5 Literature, Technical and Descriptive, MANDATORY

**THERMO KING WEST INC., 2239 N. BLACK CANYON HWY, PHOENIX, AZ 85009**OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT:   X   YES        NO

PRICING SHEET C234502/B0700103/NIGP 07020

**1.0 PRICING:****PRICE FOR ONE**

- 1.1 Eight (8) or more **UTILITY CART, FOUR WHEEL GAS POWERED**  
in accordance with attached specifications: \$6,413.67
- 1.2 Manufacturer / Model: Club Car, Carry All 252
- 1.3 Delivery (days A.R.O complete unit): 60 days
- 1.4 Warranty: 2 year limited warranty
- 1.5 Cutoff dates for ordering any of the offered items, if any. REQUIRED: 1 year

**2.0 OPTIONS: Will be used as part of the bid award process**

- 2.1 **Receiver Hitch** - Installed per manufacturer's instructions. \$ 68.00
- 2.2 **Electric Dump Bed Hoist** - Installed per manufacturer's instructions. \$342.00
- 2.3 **Tool Box** - Cross-Bed top opening type aluminum diamond plate construction, dimensions are full bed width, approx. 12" long, 12" deep. Center positioned key lock type latch assembly. \$235.00
- 2.4 **Beacon Light** - WHELEN, S360DAP, amber lens, multi-flash strobe installed per manufacturer's instructions on top center of the canopy. Control switch shall be install on the dash and be clearly identified and within easy reach of the operator. \$132.00

Terms: NET 30

Vendor Number: W000007209 X

Telephone Number: 602/415-9378

Fax Number: 602/415-0008

Contact Person: Jerry Walker

E-mail Address: [jerry\\_walker@thermokingwest.com](mailto:jerry_walker@thermokingwest.com)

Company Web Site: [www.thermokingwest.com](http://www.thermokingwest.com)

Certificates of Insurance Required

Contract Period: To cover the period ending **April 30, 2007.**